

SAMPLE COMPANY, INC.  
dba SAMPLE TRAVEL  
123 MAIN STREET  
DENVER, CO 80000  
303-000-0000  
www.

*Date*

Advice Letter No. #

Doug Dean, Director  
Colorado Public Utilities Commission  
1560 Broadway, Suite 250  
Denver, Colorado 80202

Dear Mr. Dean:

The accompanying tariff sheet, issued by *Sample Company, Inc., dba, Sample Travel*, is sent to you in compliance with requirements of Public Utilities Law pursuant to *Docket 07A-000, Decision C07-000. ( if applicable)*

Colorado PUC Tariff No. #

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The purpose of this filing is *provide a brief explanation.*

The proposed effective date of this filing is *date.*

Enclosed, are an original plus ten (10) copies of the Advice Letter (11 total) and an original and three (3) copies of the accompanying tariff sheets (4 total).

Please contact *name of Authorized Officer or Agent* at *telephone number*, fax *fax number*, or *email address* if you have any questions regarding this filing.

Sincerely,

*Signature of Authorized Officer or Agent*

*Printed Name of Authorized Officer or Agent*  
*Title*